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NATIONAL FOREIGN ASSESSMENT CENTER

WASHINGTON, D. C. 20305

6 APR 1981

Director

MEMORANDUM FOR: All Office Directors

SUBJECT : Implementation of the Senior Intelligence Analyst Program

1. An NFAC Notice announcing establishment of the Senior Intelligence Analyst Program (SIAP) is being printed and will be distributed to all NFAC employees shortly. Attached to this memorandum are an advance copy of the Notice, the Memorandum of Understanding on the SIAP which D/PPPM and I recently co-signed, the agreed criteria for selection, and the format for nominations.

2. Nominations of GS-15s for the SIAP will be considered by the Career Service Board in April and October, and GS-14s will be considered in May and November. Nominations should be submitted to D/NFAC through NFAC/Administrative Group two weeks in advance of scheduled Board meetings.

3. It is important that the prescribed format for nominations be followed closely. Statements should be as brief as possible, but must specifically address the factors outlined in the agreed criteria relative to the candidate's qualifications and proposed assignment.

4. The Board will consider the first group of GS-15 candidates at its meeting on 28 April 1981. Nominations to D/NFAC should be received by NFAC/Administrative Group, by 15 April 1981.

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Bruce C. Clarke, Jr.

Attachments:
As Stated

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NFAC Notice

NFAC No. 20-163
6 April 1981

No. 20-163

Senior Intelligence Analyst Program

1. This Notice establishes the NFAC Senior Intelligence Analyst Program (SIAP). The Director/NFAC and the Director of Personnel Policy, Planning, and Management have signed an agreement that permits NFAC to form a group of up to ☐ SIAP positions. The objectives of the Program are:

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--to reward analysts for the attainment of unique expertise in key areas by providing advancement opportunities to the GS-15 and SIS-1/2 levels; and

--to improve the quality of analytic products by retaining in the analytic cadre people with exceptional talent.

Existing GS-15 and SIS-1/2 senior analyst positions, having been classified on their own merits, are not included in the new ☐ SIAP positions and will not be affected, though their purposes are the same.

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2. The office directors will nominate candidates to D/NFAC according to agreed criteria. D/NFAC will make the final selections based upon NFAC priorities and each candidate's expertise. Appointments to the Program will be made conservatively, and a full complement is not anticipated for 2 - 3 years. Complete information on selection criteria, nominating procedures, and administrative arrangements for the SIAP are available for review in each office's administrative staff, and in the NFAC Planning, Management, and Evaluation Staff.

3. Our desire to establish this program is longstanding. With OPPPM's cooperation, we have broken new ground and have a program which is unique to the Agency. It provides needed career incentives for our analysts.

Bruce C. Clarke, Jr.
Director
National Foreign Assessment Center

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